GOVERNMENT OF ANDHRA PRADESH
A B S T R A C T

H.M. & F.W. – DME - Appointment of 16 Hospital of Administrators (Managers) in Teaching Hospitals on consolidated payment of Rs.40,000/- per month – Orders – Issued.

HEALTH, MEDICAL & FAMILY WELFARE (A1) DEPARTMENT

G.O.RT.No. 43 **Dated: 25-01-2016.**

Read:-

From the Director of Medical Education, A.P., Hyderabad, Letter Rc. No. DME/Planning/P1/2015, dated 07.11.2015.

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O R D E R:-

The Director of Medical Education, A.P., Hyderabad has stated that the functioning of the teaching Hospitals is not up to the expected levels and it has been decided to appoint qualified Hospital administrators (Managers) to assist the Superintendents/Principals regarding other parameters like Drug inventory, Equipment maintenance, Finance Management, etc. The schemes like Dr.NTR Vidya Seva, where there is a lot of scope for Revenue generation can be monitored and improved by the qualified Hospital Administrators (Managers). This will help in NABH accreditation of Hospitals and improve the performance and service delivery to the public in Hospitals.

2. The Director of Medical Education, A.P., Hyderabad has requested the Government to accord permission to appoint 16 Hospital Administrators (Managers) with non medical degree in MBA Hospital Administration on contract basis with consolidated payment of Rs.40,000/- each per month against the CAS post for better patient care, improve the services and smooth functioning of the Hospitals.

3. Government after careful examination, hereby accord permission to the Director of Medical Education, A.P., Hyderabad for appointment of 16 Hospital Administrators (Managers) in the Government Hospitals. This appointment will be on contract basis with consolidated payment of Rs.40,000/- each per month against the posts of Civil Assistant Surgeons in the following Hospitals duly meeting the budget from "300-OCS", as per the existing rules in force:-

1) RIMS General Hospital, Srikakulam – 1 post
2) King George Hospital, Visakhapatnam – 1 post
3) Government General Hospital, Kakinada – 1 post
4) Government General Hospital, Vijayawada + MCH Block (Old Hospital) – 2 posts
5) Government General Hospital, Guntur – 1 post
6) RIMS General Hospital, Ongole – 1 post
7) DSR Government General Hospital, Nellore – 1 post
8) SVRR General Hospital, Tirupati – 1 post
9) Government General Hospital, Kurnool – 1 post
10) RIMS General Hospital, Kadapa – 1 post
11) Government General Hospital, Ananthapuramu – 1 post
12) Government Hospital for Chest & C.D, Visakhapatnam – 1 post

13) Government Hospital for Mental Care, Visakhapatnam – 1 post
14) Victoria Hospital, Visakhapatnam – 1 post
15) Regional Eye Hospital, Kurnool – 1 post

4. The qualification/eligibility and terms of references are appended to this order. The appointment shall be done in a transparent manner.

5. The above process of recruitment shall be completed by 31.03.2016

6. The Director of Medical Education, A.P., Hyderabad shall take necessary action accordingly.

7. This order issues with the concurrence of Finance (HRM.I) Department, through e-office dated 11.01.2016.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

POONAM MALAKONDAIAH
PRINCIPAL SECRETARY TO GOVERNMENT

To
The Director of Medical Education, A.P., Hyderabad

Copy to:-
The Accountant General, A.P., Hyderabad
The Director of Treasuries & Accounts, A.P., Hyderabad
The Pay & Accounts Officer, Hyderabad
The Finance (HR.I) Department / the H.M. & F.W. (G) Dept.
The P.S. to J.S. to C.M. / the OSD to Minister (H&ME)
The P.S. to Prl.Secy. to Govt., H.M. & F.W. Dept.
SF/SCs.

/Forwarded::By order/

Section Officer

A N N E X U R E

(Annexure to G.O.Rt.No.43, H.M. & F.W. (A1) Dept., dated 25.01.2016)

Consultant – Hospital Manager (Healthcare Quality & Accreditation)

The selection process for appointment of Hospital Administrators (Managers) shall be through a competitive process by following Rule of Reservation and meeting the budget from "300-OCS", as per the existing rules in force.

1) Selection Committee:-

i)	Commissioner of Health & Family Welfare, A.P., Hyderabad	..	Chairman
ii)	Commissioner, A.P. Vaidya Vidhana Parishad, Hyderabad	..	Member
iii)	Director of Public Health & Family Welfare, A.P., Hyderabad	..	Member
iv)	Director of Medical Education, A.P., Hyderabad	..	Member / Convenor

2) Eligibility/Qualification:

- Non - Medical graduate with MBA 2 year regular course in Hospital Administration with at least 5 years of post qualification experience working in Private or Government hospitals.
- The institution from which degree is obtained should have recognized by AICTE/UGC
- Published work in the area of healthcare quality, safety and processes will be preferred.
- At least 3 years of work experience in Managerial roles in hospitals specializing in healthcare quality
- Computer proficiency with high level of familiarity with commonly used packages like Ms Word, Excel, Power Point & Web surfing to search relevant data & documents.
- Excellent communication and presentation skills, analytical and interpersonal abilities, excellent oral and written communication skills in English.
- Demonstrated ability to work in a multi-disciplinary team environment
- Knowledge in Hospital Administration.
- Willingness to travel to districts to collect technical information and ability to subsequently synthesize information into research evidence
- Age up to 40 years.

3) <u>Marks</u>:- The allocation of marks for the selection is as follows:

a) Academic qualification : 65 Marks
b) Computer Skills : 15 Marks
c) Interview : 20 Marks

4) <u>Duties and responsibilities</u>:-

- Formulating Standard Operating Procedures for quality systems in hospitals
- Assessment and gap analysis of quality systems in hospital.
- Providing technical assistance on NABH application process.
- Technical assistance towards NABH protocols and accreditation programe.
- Conducting Quality & Accreditation awareness & education programs.
- Undertake other relevant assignments, which may be assigned from time to time.
- They will assist the Superintendent in day to day administration.
- Any other related work entrusted by the Superintendent/Principal concerned Hospital/Medical College.

POONAM MALAKONDAIAH
PRINCIPAL SECRETARY TO GOVERNMENT